

Southend on Sea Borough Council
Department of Place
Regulatory Services

Official Feed Food Controls Service Plan 2015-16

Elizabeth Georgeou

Team Leader – Regulatory Services

May 2015

Introduction

The Service Plan was compiled by the Management Team within the Regulatory Services Group of Southend on Sea Borough Council.

The Service Plan is structured in accordance with the service planning guidance contained in the Framework Agreement on Local Authority Food Law Enforcement. Powers to enable the Agency to monitor the audit local authorities are contained in the Food Standards Act 1999. In accordance with this guidance the plan is submitted to the relevant member or senior officer forum for approval to ensure local transparency and accountability.

The purpose of the Service Plan is to ensure that national priorities and standards are addressed and delivered locally in accordance with the relevant codes of practice and guidance. It is intended to ensure transparency and accountability and detail the contribution that the Group makes to the Corporate Strategy for Southend on Sea Borough Council.

1. Service Aims and Objectives

1.1 Aims and Objectives

The delivery of the plan aims to:

- Ensure that the highest achievable levels of food control (food safety, standards and feeding stuffs) are maintained throughout the Borough.

The objectives are to:

- Ensure hygienic conditions in the sale, preparation, manufacture and storage of foodstuffs and feeding stuffs.
- Ensure the wholesomeness and appropriate labelling / composition of foodstuffs and feeding stuffs within the Borough
- Focus on a risk-based approach to inspections and enforcement activity in accordance with the Regulatory Services Enforcement Policy
- Administer the legislation in compliance with the approved codes of practice and related official guidance.
- Promote a greater knowledge and understanding of food safety and nutrition within the Borough
- Continue participation in the Food Hygiene Rating Scheme
- Work with Public Health England (PHE) to deliver improved health outcomes for residents, visitors and those working in Southend.

1.2 The Corporate Aim of Southend on Sea Borough Council is to:

Provide a Safe, Clean, Healthy, Prosperous Southend and become an Excellent Council which is reflected through each level of service planning from the Corporate Plan, The Department for Place Service Plan, the Public Protection Plan. Our activities are linked to each of the aims.

Regulatory Services contributes to the Safe, Clean, Healthy and Prosperous priorities and the Public Protection Service Plan through delivering our objectives and the Excellent priority through enhanced IT systems and undertaking risk based interventions.

2. Background

2.1 Profile of Southend on Sea Borough Council

This unitary authority is a seaside town which is a tourist destination with local shopping areas and a thriving town centre and covers an area of 6,785 hectares. It is the closest seaside resort to London and is located within the Thames Gateway region and has over 6 million visitors each year. There are seasonal businesses within the town and the Council actively promotes events in the Borough to support the prosperity of the businesses.

The mid year estimate of population for 2013 was 175,800. In 2012 the Business Survey identified, of those that responded, that 22% of businesses were in the wholesale and retail sector and that the 64% were family run businesses with 76% of businesses having between 1 and 5 employees. Food / accommodation businesses were forecasting a 25% downturn in turnover with 65% of food / accommodation businesses identifying a skills gap. It was also noted that 71% of food / accommodation businesses and 42% of wholesalers / retailers considered tourism to be important. 90% of all businesses responding were aware that Southend Council provided business support services, however 26% did not find the Council services useful. There is no indication on the survey what services / information businesses do find useful.

2.2 Organisational Structure

(Appendix 1) Details the Council structure and the responsibilities relating to food and feed.

Southend on Sea Borough Council sends food for microbiological examination to the PHE Laboratory at Colindale via a collection service.

Public Health England FW&E Microbiology Lab 61 Colindale Avenue London NW9 5EQ 0208 327 6548 /6550 Fax: 020 8327 6542 fwem@phe.gov.uk	Dr David Irwin, Interim Unit Director / CCDC, Essex HPU, Anglia & Essex PHE Centre, Public Health England, 8 Collingwood Road, Witham, Essex CM8 2TT Tel: 0845 155 0069 essexhpu@phe.gov.uk	Stool Samples Southend University Hospital NHS Foundation Trust, Elaine Bibby PA to Dr Meyers, Dr Elhag and Dr Barrett & Adminstrator to Microbiology Dept Prittlewell Chase, WOS, Essex SS0 ORY Tel: 01702 385212 (Direct Dial) 01702 435555 (Switchboard) Elaine.Bibby@southend.nhs.uk
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The nominated Public Analysts for food and feedingstuffs are located at:

Food and Feeding-stuffs Public Analyst Scientific Services Ltd 28 – 32 Brunel Road Westway Estate Acton London W3 7XR Tel: 020 8222 6070	Food Kent Scientific Services 8 Abbey Wood Road Kings Hill West Malling Kent ME19 4YT Tel: 01732 220001
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2.3 Scope of the Regulatory Services Team

The Regulatory Services Team is part of Public Protection which is within the Department for Place. With respect to food and feed the responsibilities of the Group are to:

- Undertake proactive food safety and standards inspections.
- Undertake proactive feed inspections
- Undertake proactive and reactive health and safety interventions in food premises where required
- Deal with imported food matters
- Investigate complaints about food and feed.
- Investigate complaints about food and feed premises
- Investigate food poisoning and infectious disease referrals / complaints
- Deal with public health matters at food premises related to drainage, industrial noise and rubbish
- Respond to emerging public health issues
- Provide consultation recommendations on planning, licensing and event applications
- Assist with the delivery of the Public Health England agenda regarding healthy eating and the Responsibility Deal.

2.4 Demands on the Regulatory Services Team

The Service uses Uniform database which is supported by IT and linked the property gazetteer.

Food Premises profile as at 31/03/15

Manufacturers / producers* (includes cake makers - home caterers)	87
Distributors	10
Retailers	403
Restaurants / other caterers	1225
Importers	3
Total	1729

Food Hygiene Inspections:

FSA Category	No. of Premises	Frequency Required	Due 2015-16	Overdue
A	6	Every 6 months	12	0
B	131	Every 12 months	131	0
C	441	Every 18 months	306	10
D	589	Every 24 months	203	21~
E	436	Every 36 months	59	106

Awaiting Inspection*	67	Within 1 month	26	0
Not in programme ⁺	59		0	0
Totals	1729		737	137

~ Have not included figures for Child-minders as they are inspected by Early Years.

*Fluctuation in year as premises are inspected and new premises register. Also includes Child-minders who are inspected by Early Years and Home-caters where we have undertaken information gathering.

+Includes inspections not risk rated.

Category A and B food hygiene, Category A food standards and non-compliant C premises should be subject to an inspection, partial inspection or audit at the required interval. Broadly compliant C risk food hygiene premises and broadly compliant B risk food standards can alternate between inspection, partial inspection audit and other Official controls as defined in the Food Law Code of Practice.

Category D risk premises can only alternate between an intervention which is an Official Control and an intervention that is not an Official Control if the potential hazard element is less than 30.

Premises rated E for food hygiene and C for food standards can be subject to an alternative enforcement strategy.

Approved Premises:

Types	No. of each Type
Cockle Processing	5
Fishery Products	3
Meat Products	1

Food Standards Inspections:

FSA Category	No. of Premises	Frequency Required	Due 2014-2015	Overdue
A	2	Every 12 months	2	0
B	201	Every 24 months	65	31
C	1368	Every 60 months	38	197
Awaiting Inspection	99	Within 1 month	69	
Not in programme	59			
Totals	1729		174	228

Feedingstuff Establishments:

Category	No. In category
R7	19
R6	4

These premises do not require inspections.

Concerns continue to be raised regarding the harvesting of oysters from the foreshore and allegations that these oysters which are being taken from B and C classification beds are entering the food chain without the required processing or being relayed.

Regulatory Services will respond to incidents of food fraud with respect to counterfeit products and to emerging public health issues.

The Team will undertake sampling around the National Priorities identified in the FSA's Guidance on the food sampling programme and sampling priorities. Funding will be sought for imported foods.

Service Requests:

Including:

Requests / Complaints	2014-15
*Food Safety and Standards	580
Infectious Disease	253
Nuisance / Noise	28

*Includes all request for service, including advice.

Officers are located in the main Civic Centre, Victoria Avenue. The service responds to inspections outside of normal hours. There is a contact centre which is staffed 24 hours.

Southend on Sea Borough Council is a seasonal location with impacts on the transient nature of the businesses in the borough.

2.5 Regulation Policy

There is a Regulatory Services Enforcement Policy which was approved by Council in 2015. This policy was developed and consulted upon meeting the requirements of the Legislative and Regulatory Reform Act 2006 and the Regulator's Code.

The Food Information Regulations 2014 have applicable dates for implementation for different areas the team will continue to raise awareness to the provisions of these Regulations.

3. Service Delivery

3.1 Interventions by Regulatory Services Officers for Food and Feeding stuffs

Details of inspections due in each category are listed in 2.4. Regulatory Services Officers will prioritise for inspection premises which are:

A and B rated for food hygiene

A-rated for food standards

Approved premises: The premises approved for processing shellfish will be inspected at the start of the season and other approved premises where due.

C rated food hygiene, targeting those which are non-compliant or overdue in the first instance.

D rated food hygiene, targeting those which are catering or overdue in the first instance.

Premise where notices have been served.

Premises rated 0 or 1 under the Food Hygiene Rating scheme, following consideration of the area of non-compliance.

Re-rating inspection requests under the FHRS.

Regulatory Services Officers are allocated wards in which they co-ordinate inspections, complaints, licensing, planning, event applications and the inspection of new premises.

Officers have access to expertise and peer support through attending local liaison group meetings, detailed in section 3.8.

Suitably qualified and competent Enforcement Officers will support the service where possible.

Food standards inspections will be undertaken at the same time as the food hygiene inspection where they are due, overdue or likely to be due before the next food hygiene inspection. This aims to reduce the number of overdue food standards inspections. There are currently two businesses rated as high risk for food standards which will be inspected this year.

All new premises will be evaluated as to the risk they represent. New premises will be inspected based on risk and where they are undertaking catering activities.

Childminders are no longer required to register directly with Environmental Health. An up to date database on childminders is held by Children's Services. They visit all Childminders and have undertaken to raise any concerns with Environmental Health where necessary. Children's Services will undertake any mailshots on behalf of Environmental Health.

Questionnaires will be used to assess Home caterers to determine the activities being undertaken. Inspections will always be prioritised where high risk activities are being undertaken and where lower risk activities are being undertaken they will be inspected where resource is available.

Alternative methods of intervention to be undertaken to ensure that changes to those previously rated as low risk for food hygiene are assessed for change.

Enforcement Officers will assist in alternative interventions for other premises and sampling.

Regulatory Services Officers who inspect food premises also undertake health and safety interventions and inspections. Health and safety inspections will be undertaken in line with the Health and Safety Executive priorities for proactive inspections. They will also be undertaken where hazards are found.

There is a register of animal feed establishments and an evaluation of inspections required for feeding-stuffs has identified that no inspections are due.

The team will participate in the SAG process for events to ensure that compliant caterers operate at these events. These will normally be those rated 3, 4 and 5 under the FHRS.

Where inspections of mobile traders are carried out at events or markets outcome will be reported to their registered local authority in line with the Code of Practice.

Regulatory Services Officers for food safety, standards and health and safety, will determine whether pro-active inspections are required within their inspection areas.

Southend will continue to participate in the Food Hygiene Rating Scheme to promote transparency and enable individuals to make informed choices about where they eat.

Southend on Sea Borough Council will continue to utilise and develop the Uniform database to improve reporting capability.

3.2 Regulatory Services Group Food and Feed Complaints

The demand on the service for 2014-15 is detailed above in 2.4. It is anticipated that the number of complaints received in 2015-16 will be similar this year.

All complaints will be allocated in accordance with Officers inspection area. Investigations of service requests / complaints will be based on intelligence and will be proportionate to the risk.

3.3 Primary Authority Partnership and Home Authority Scheme

Southend on Sea Borough Council does not have any formal arrangements in place for food hygiene, standards or feeding-stuffs. The Enforcement Policy requires all Officers to give consideration to any partnerships and formal intervention strategies prior to taking enforcement action. As part of an informal Home Authority arrangement this authority will continue to undertake sampling for examination of the cockle processing establishments in liaison with the City of London Corporation Port Health Authority.

All Officers have access to the Primary Authority Scheme website and will adhere to inspection plans or priorities identified through this scheme.

3.4 Advice to Business

The level of demand from businesses last year is included in section 2.4 but does not take account of advice given during inspection. Advice to businesses will continue to be given particularly in respect to our obligations under both the Food Hygiene Rating Scheme and the Regulators' Code to assist businesses to grow and for those within the FHRS to achieve a higher rating.

Ad-hoc advice will be given on request and where necessary businesses will be advised of specialist support that they can obtain for themselves. Further improvements will be made to the Council's web pages to provide advice to businesses and links to other providers of businesses.

Details of what to expect during an inspection are included on the reverse of the inspection report which is left on site following an inspection together with the Officer's contact details. Advice is also given on any further correspondence and will include Officer contact details.

Feed and Food Sampling

The food sampling policy is set out in the Food Team Manual. The Regulatory Services Team will continue to participate in the Essex Food Group programme as well as take samples to support local work. It is planned that sampling will be

undertaken in accordance with the sampling plan (appendix 2). Enforcement Officers support this work.

The Team, where resources allow, will participate in the East of England Trading Standards Association (EETSA) food sampling and standards programme as well as taking samples in support of local work.

Funding from the FSA will be applied for either through the EETSA food group or individually for targeted sampling for imported food control in accordance with the priorities identified by the FSA.

UKFSS will continue to be utilised for reporting sampling and will be used to provide sampling information for the LAEMS returns.

Samples for examination will be submitted to PHE Laboratory at Colindale. Samples for analysis will be sent to the Public Analyst Scientific Services Ltd.

3.5 Control and Investigation of Outbreaks and Food Related Infectious Disease

Investigations will be undertaken of outbreaks; other incidents of suspected food poisoning will be monitored and responded to if necessary. The demand for last year is detailed in 2.4 and it is expected to be similar for this year. There are working instructions that detail the responses to be made. Southend Borough Council has signed up to the Memorandum of Understanding Outbreak Control Plan.

Pandemic flu or similar will increase the demand on time and will result in a reduction in the pro-active programme.

3.6 Incidents

There are working instructions for incidents in the Food Team Manual. Where required by the Agency or DEFRA resources will be provided which will result in a reduction in the pro-active programme. Resource will also be provided to respond to illegal shellfish activity. Resource may also be required to support Southend Borough Council's emergency control plan.

3.7 Liaison with Other Organisations

Southend Borough Council will continue to participate locally in liaison arrangements with:

- the Essex Food Liaison Group (including sampling)
- EETSA
- Essex Occupational Health and Safety Group
- Thames Liaison Group for Shellfish
- Food Hygiene Focus Group
- Environmental Health Managers Group

- Public Health England
- Planning Major Projects Board
- SMAART Team;

and with national bodies as appropriate, Food Standards Agency, Department for Environmental, Food and Rural Affairs, Department for Business Innovation and Skills, Local Government Association.

3.8 Promotional Work and other non-official controls interventions for food and feed

Participation will be as part of a larger exercise organised nationally or through the County, these will be evaluated in line with corporate initiatives.

Support of initiatives identified through the public health agenda including those identified in action plans for Health and Wellbeing. This will include the promotion of the Healthy Eating Awards within Southend and delivery of Responsibility Deal with PHE where funding has been made available.

Health Promotion Events organised by SBC

Leigh Maritime Festival

Any promotional work undertaken will be evaluated to measure its effectiveness

4. Resources

4.1 Financial Allocation

	<i>£ Budget 2015-16</i>
<i>Travel and Subsistence</i>	<i>5,250</i>
<i>Equipment</i>	<i>0</i>
<i>IT & Legal (included in management, administration and technical services)</i>	<i>5,000</i>
<i>¹Sampling Budget</i>	<i>7,000</i>
<i>Staffing Costs</i>	<i>252,700</i>
<i>Additional funding from Centre</i>	<i>30</i>

¹Microbiological samples are taken as part of our free allocation with the FWE.

4.2 Staffing Allocation

Staff Food	FTE 2013-4	FTE 2014-15
Management	0.5	0.5
Regulatory Services Officers	2.9	2.9

Enforcement Officers	1.48	0.515*
Administration	1.1	1.1

**In 2014-15 contractors were utilised to backfill vacant posts to and to support the oyster project. Contractors have again been commissioned to backfill one vacant post and to support the oyster project.*

4.3 Staff Development Plan

Training will be identified as part of the appraisal system to meet the needs of the service to be delivered. Registered Environmental Health Practitioners are responsible for managing their own CPD training which will mostly be provided externally and funded by the Council.

Officers who support areas of food, feed, infectious disease and legal processes will receive appropriate training which will be provided both in-house and externally as appropriate.

One Enforcement Officers is still undertaking work to complete their log book. There is also one Regulatory Services Officer who has completed the learning element of the Environmental Health degree but is not currently working in food. All Officers will be supported to complete log books, learning portfolio and professional interviews. Support will be given to trainees to help them to achieve their registration with an expectation this is undertaken within a reasonable period.

4.4 Projected Resource Required to deliver programme

Activity	FTE
Food Hygiene Inspections	1.96
Approved Premises	0.03
Food Standards (if undertaken at time of food hygiene inspection)	0.02
Revisits to check compliance / FHRS	0.5
Service Requests	1.1
Events applications	1.13
HA / Primary Authority	0.16
Advice to Business	0.3
Formal action	0.2
Co-ordination liaison	0.17
Promotional work	0.04
Sampling activities	0.23
Food poisoning (does not take into account outbreak)	0.02
Incidents	0.02
Training for competency (Code of Practice requirement) & internal	0.14
Auditing	0.05
Management of activities (service and improvements)	0.9

Total	6.97
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There is currently resource available to undertake contracted inspections to assist with meeting the Code of Practice requirements on interventions to be completed in year.

5. Quality Assessment

5.1 Quality Assessment and Internal Monitoring

Procedures were reviewed last year and internal monitoring will be adhered to including periodic review of inspections, service requests, sampling, legal proceedings and letters, and where appropriate special monitoring will be undertaken.

The Food Standards Agency undertook a thematic audit in December 2012. An Action Plan was agreed with Council and has been implemented and progress against the Action Plan has been reported to the FSA. The audit review by the FSA was completed in April 2014 and the service has been signed off as compliant.

The Regulatory Services Group continues to support the concepts of Peer Review and Inter-Authority Auditing. A Regulatory Services Self-Assessment and Peer Challenge took place in 2009.

A Data Protection Audit took place in November 2012 and there were no issues raised.

There is an internal audit team within the Council who select areas for review on an annual basis. There is also Member scrutiny through the scrutiny process as appropriate. An audit of the Regulatory Services restructure was carried out during 2013.

6. Review

6.1 *Review against the Service Plan*

Additional support has been provided on report writing and there is a range of performance reports available. In both tables premises will have changed in year, either by rating or ceased trading. % achieved includes those overdue from proceeding years.

Food Safety:

FSA Category	Numbers Due 2014-15	% Achieved
A	18	100
B	142	100

C	538	98
D	182	88
E	280	62
Unrated (changes in year)	185	86
Totals	1,345	

The team completed 100% of all A and B rated inspections for food hygiene and 98% of C rated, compared to 91% of C rated inspections completed the previous year. The number of C rated premises has decreased and D rated increased this year by over 300 because of the change in the boundaries for C and D risk rating that was undertaken this year. We have increased the % of D rated inspections completed from 84% to 88% and those rated E from 20% to 62%.

We achieved 86% of unrated inspections during the year and those remaining uninspected were either home-caterers undertaking low risk activities or child-minders falling within the inspection programme of Children's Services.

Food Standards:

FSA Category	Numbers Due 2014-15	% Achieved
High	1	100
Medium	138	78
Low	367	46
Unrated (changes in year)	229	70
Totals	735	

Food standards were not separately targeted in line with the previous plan, apart from the high risk A premises. Through inspecting those due, overdue and due before the next food hygiene inspection the number of overdue food standards inspections has reduced.

Enforcement in Premises:

	2014-15	2013-14	2012-13
<i>Prosecutions</i>	1	0	0
<i>Simple Cautions</i>	0	0	3
<i>Improvement Notices</i>	5	15	49
<i>Prohibitions</i>	4	0	1

<i>Seizure and Detentions (including informal for oysters)</i>	23	7	2
<i>Remedial Action and detention notices</i>	0	0	1

There has been a decrease in notices served and this corresponds to an increase of broadly compliant premises from 86% in 2013-14 to 89% in 2013-14. There has been an increase in the number of seizures due to the oyster food fraud project.

Requests

	2014-15	2013-14	2012-13
<i>Food Safety and Standards</i>	580	579	529
<i>Infectious Disease</i>	253	235	279
<i>Nuisance / Noise</i>	28	41	126*

**includes licensing requests not previously included.*

Sampling

	2014-15	2013-14	2012-13
<i>Microbiological Samples Taken</i>	224	254	270
<i>Analytical Samples Taken</i>	16	21	46

Sampling has continued at a similar level as previous years and UKFSS is being used for reporting sampling. A procedure is in place for updating Uniform with samples taken for microbiological examination and subsequent action. A procedure is required for analytical sampling.

Improvements have continued to be made to the Uniform system. There are procedures in place for the use of the system and enhanced reporting tools available.

Questionnaires were being used to assess the unrated Home Caterers to target those due for inspections to be completed with 28 days of opening and these were carried out. All other Home Caterers have been inspected over a longer period. All other premises were assessed and inspected where required or assessed as no inspectable risk as appropriate.

Southend on Sea Borough Council has continued to participate in the Food Hygiene Rating Scheme. Support has been given to the national campaigns around raising the profile of this scheme.

The Food team delivered the PHE objectives. Pledges have been given by 12 businesses to supply foods compliant with the Essex healthy eating award.

6.2 Identification of any Variation from the Service Plan 2014-15

Funding was obtained from the FSA from the Fighting Fund to investigate illegal harvesting of oysters. In-house Officers were used to undertake this work with contractors used to backfill their roles. The funding identified patterns of collection and the lack of compliance with the registration requirements for shellfish.

The outcome of our project has been utilised by the FSA to inform policy on compliance with the current arrangements and around quantities that would be considered to be commercial and for those undertaking picking on the requirements of commercial picking.

We were unable to recruit Enforcement Officers to undertake food work. The Officer who is completing their log book will be working increasingly with the food team to facilitate its completion. The budget for the other Officer will be utilised to contract inspections.

The review of the process for events was completed with a Safety Advisory Group being formed to manage event applications.

An alternative intervention strategy has been developed for E rated premises and began in the first quarter of last year. This strategy will continue. Where premises have changed or there has been no response an inspection was carried out.

Funding was obtained from the FSA to encourage businesses rated 3, 4 and 5 under the FHRS, who were not displaying their stickers, to do so. This was completed and resulted in an increase in numbers displaying their stickers:

FHRS	% displaying at start of project	% displaying post intervention
5	73	85
4	56	81
3	26	40

6.3 Areas for Improvement

- Continue to improve the use of the database
- Continue to develop reports for performance management purposes
- Adopt further areas of Uniform to maximise reporting and intelligence
- Standardising work where possible and process improvements
- Continue to vet and prioritise new premises inspections

- Define protocol for Childminders
- Training of Officers to support work areas
- Continue to raise awareness with business of the requirements of the Food Information Regulations
- Determine where 'other official controls' are possible and how IT would need to be mapped to report this.
- Further develop the process for alternative enforcement for low risk food hygiene interventions to include an alternative enforcement approach for food standards.
- Recruit to vacant post
- Evaluate and implement provisions contained in COP 2015
- Identify areas where support from businesses is required, including using the Business Survey.

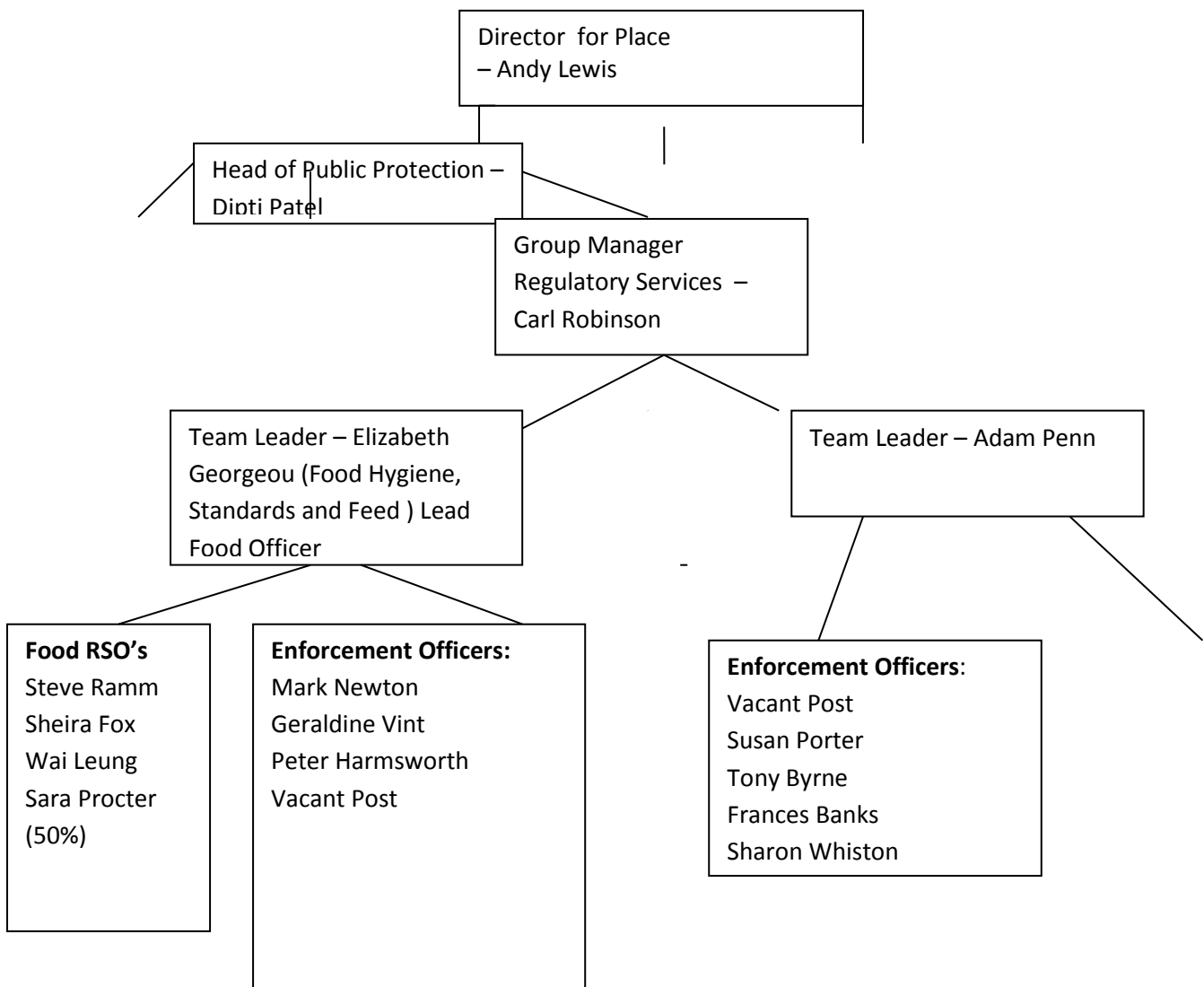
Appendix 1

Leader and Cabinet Portfolio for Public Protection:

Leader Cllr Woodley

Public Protection Cllr Assenheim

Food Service – Officers undertaking food work only:



SOUTHEND ON SEA BOROUGH COUNCIL
SAMPLING PROGRAMME; 1st April 2015 – 31st March 2016

Samples will be collected from the Reception or Post room before 3pm.

Sampling will take place fortnightly, unless otherwise agreed with PHE lab.

Food Std Sampling Dates	Micro. Sampling Dates	PROGRAMME 2015 - 2016				
		Samples to be with the Food Team, at Civic Centre by 15:00 ready for collection				
	WEDS	Sampling Projects In-house, LGA/HPA, FSA funded, Eastern Region	Rossi Legacy Leisure Pool Water	Fuud	Cockles (June-Oct)	Other Users i.e. Tracy Pitkins, John Lothian
FSA funded food standards sampling projects -Fish speciation x4 -Honey Authenticity x2	01/04/2015	Easter break				TBC
	15/04/2015	In-house scooped & machine ice cream	YES			TBC
	29/04/2015	In-house scooped & machine ice cream				TBC
	13/05/2015	In-house scooped & machine ice cream *RESAMPLES*				TBC
	27/05/2015	In-house rte seafood, dressed crab etc	YES	YES		TBC
	10/06/2015	In-house rte seafood, dressed crab etc				TBC
	24/06/2015	In-house rte seafood, dressed crab etc	YES			TBC
	08/07/2015	*RESAMPLES*				TBC
	22/07/2015	In-house fresh/synthetic cream cakes	YES			TBC
FSA funded food standards sampling projects -Free From Allergens (pre-packed) x5	05/08/2015	In-house fresh/synthetic cream cakes new cake shops)				TBC
	19/08/2015	Regional project: hand contact surfaces (Summer) –TBC (and in house cleaning cloths)	YES			TBC
	02/09/2015	Regional project: hand contact surfaces (Summer) –TBC (and in house cleaning cloths)		YES		TBC

Appendix 1

-Free from Allergen (takeaway meals) x7 -Ground Almonds in Takeaway meals x1	16/09/2015	HPE project: Salad from Takeaway- TBC	YES			TBC
	30/09/2015	HPE project: Salad from Takeaway- TBC				TBC
	14/10/2015	HPE project: Salad from Takeaway- TBC	YES			TBC
	28/10/2015	*RESAMPLES*				TBC
	11/11/2015	In-house Festive Foods (Cold Sliced Meat, Pate, Gravy, Xmas roast meat etc)	YES			TBC
	25/11/2015	In-house Festive Foods (Cold Sliced Meat, Pate, Gravy, Xmas roast meat etc)		YES		TBC
	09/12/2015	In-house Festive Foods (Cold Sliced Meat, Pate, Gravy, Xmas roast meat etc)	YES			TBC
		MERRY CHRISTMAS/HAPPY NEW YEAR *NO SAMPLING ACTIVITY*				
	06/01/2016	*RESAMPLES*	YES			TBC
	20/01/2016	Poss. Public Health England project TBC				TBC
	03/02/2016	Poss. Public Health England project TBC	YES			TBC
	17/02/2016	HPE project: sandwich fillings				TBC
	02/03/2016	*RESAMPLES*/ Standpipe water quality	YES	YES		TBC
	16/03/2016	*NO SAMPLING ACTIVITY*				TBC